

Spring 1-15-2002

## ENG 3001-003

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**ENGLISH 3001-003**  
**Spring Semester 2002**  
**M/W/F 10:00-10:50**  
**3130 Coleman Hall**  
**email: cfdmm@eiu.edu**

**Instructor: Dr. Daiva Markelis**  
**Office: Coleman Hall 3375**  
**Office Hours: M/W/F 9:00-10:00 and**  
**11:00-12:00 (as well as by appointment)**  
**Phone: 581-5614**

### **Purpose of the Course**

The primary aims of this course are for you to continue to improve the writing skills you have developed in English 1001 and 1002, as well as other courses, with the goal of producing the kind of writing you are most likely to need in your future (and sometimes present) academic and professional careers. This course is primarily workshop and discussion, which means you will write frequently, share your written work with your classmates, and critique each other's work in a constructive atmosphere, working on ways to develop and focus material, to manage stylistic features such as tone, and to practice the conventions of Standard Written English.

Note: This section of English 3001 meets in the computer lab next door (Coleman 302) on alternate weeks. Please come to class on these weeks with your own floppy disks.

### **Books and Materials**

Online: A Reference Guide to Using Internet Sources by Andrew Harnack and Eugene Kelpinger  
 A handbook such as Diane Hacker's A Writer's Reference  
 A folder for notes, handouts, and writing exercises  
 Two 3.5" disks for use in the computer classroom

You may occasionally need to make photocopies of drafts that you will workshop with the class. The total cost should not exceed ten dollars. (Note: if we discover that workshopping via the computer is more effective, we will forgo paper copies altogether.)

### **Requirements**

1. Complete **three** smaller writing assignments (approximately 3-4 pages each): a process paper, where you explain how to "do" something in your field; a profile of someone active in your field; and an annotated bibliography that will include sources that you may eventually use in your research paper.
2. Write a seven to ten page research paper on a topic relevant to your present course of study and/or your future professional aspirations.
3. **Workshop** at least one project (or part of the final project) in class; that is, make copies for all class members to critique.
4. Read the assigned material by the assigned date and participate in class discussions. There will be occasional in-class writing exercises that will be collected and should be kept in a folder.

### **Attendance**

We need your input 100% of the time because absences disturb the work of the whole class. In addition, many of the ideas used in your papers will be generated in class discussions or in-class writing, which is why it is vital that you come to each class session. I realize, however, that

emergencies do occur. Excused absences are those outlined in the student catalogue: "illness, emergency, or university activity." (You must include a note from a health service provider, coach, or school administrator.) Unexcused absences are pretty much all others--oversleeping, hangovers, finishing papers for other classes, out-of-town trips "because I'm homesick," etc. More than three unexcused absences will lower your participation grade to an F. Five unexcused absences will lower your course grade by one grade. And more than six unexcused absences will result in no credit for the course. Coming to class on time is important as well. Chronic tardiness signals disorganization and/or lack of discipline. More than two "latenesses" will result in one absence.

### **Evaluation**

You must hand in all assignments in order to complete the course. There will be particular criteria tailored to each assignment; we will discuss these in class. All final versions of written work must adhere to the conventions of Standard Written English, follow the format for papers outlined below, and have been carefully proofread.

10 % -- Assignment #1 (Process)

20 % -- Assignment #2 (Interview with an expert in your field)

20 % -- Assignment #3 (Annotated Bibliography)

40 % -- Research Essay, including proposal and rough draft

10 % -- Classroom participation: attendance, active engagement in the discussion at hand, occasional in-class writing exercises.

### **Format for Papers**

Type your assignments on standard-size paper. Double-space. NO extra spaces between paragraphs, please, and NO oversized fonts. In the upper left-hand corner of the first page, type your name, your instructor's name, course, and date. In the upper right-hand corner of the following pages, type your last name/page number. Staple or paper-clip pages together.

### **Plagiarism**

Here is the English Department policy on plagiarism:

Any teacher who discovers an act of plagiarism--"The appropriation or imitation of the language, ideas, and/or thoughts of another author, and representation of them as one's original work" (Random House Dictionary of the English Language)--has the right and the responsibility to impose upon the guilty student an appropriate penalty, up to and including a grade of F for the assigned essay and a grade of F for the course, and to report the incident to the Judicial Affairs Office.

### **Writing Center**

The Writing Center, located in room 301 of Coleman Hall, gives you the opportunity to talk with a tutor about your writing, especially if you are having problems beginning a paper or know that you are weak in certain areas.

## **Class Activities/Assignments**

### **WEEK**

#1	M 1/07	Introductions
	W 1/09	Discussion: evaluating writing
	F 1/11	Introduction to Assignment #1
#2	M 1/14	Introduction to the computer labs
	W 1/16	Discuss process handouts
	F 1/18	In-class writing
#3	M 1/21	MARTIN LUTHER KING DAY
	W 1/23	Rough draft of Assignment #1 due (Bring 3 copies)
	F 1/25	Revision
#4	M 1/28	Assignment #1 due
		Introduction to Assignment #2
		Read handouts
	W 1/30	Formulating interview questions
#5		In-class interviews
#5	M 2/04	Workshop: integrating quotes
	W 2/06	Discussion of criteria for research paper/generating ideas
	F 2/08	LINCOLN'S BIRTHDAY
#6	M 2/11	Class workshops of Assignment #2
	W 2/13	Class workshops of Assignment #2
	F 2/15	Class workshops of Assignment #2
#7	M 2/18	Assignment #2 due
		Introduction to Assignment #3
	W 2/20	Review of primary and secondary sources
	F 2/22	Effective library searches
#8	M 2/25	Effective internet searches
	W 2/27	Workshop: Documenting sources
	F 3/01	Two page research paper proposal due
#9	M 3/04	Conferences
	W 3/06	Conferences
	F 3/08	Conferences

### **SPRING BREAK**

#10	M 3/18	Class workshops of Assignment #3
	W 3/20	Class workshops of Assignment #3
	F 3/22	Class workshops of Assignment #3

#11	M 3/25	Assignment #3 due
	W 3/27	Review of thesis statements (if necessary)
	F 3/29	Effective transitions
#12	M 4/01	Analysis of sample research papers
	W 4/03	In-class writing
	F 4/05	Class workshops of research paper
#13	M 4/08	Class workshops of research paper
	W 4/10	Introductions and conclusions
	F 4/12	Conferences
#14	M 4/15	Conferences
	W 4/17	Class workshops (or in-class writing)
	F 4/19	Class workshops (or in-class writing)
#15	M 4/22	Class workshops (or in-class writing)
	W 4/24	Presentations of research
	F 4/26	Presentations of research

**NOTES:**

Numbers in parentheses indicate the first page of the reading. "Read" means that you should come to class prepared to talk about that particular selection.

I may make some minor changes to this syllabus in order to better accommodate your needs. Any changes will always be announced in advance.

**THERE IS NO FINAL EXAMINATION IN ENGLISH 3001**